



CANNON BUILDING
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DOVER, DELAWARE 19904-2467

STATE OF DELAWARE
DEPARTMENT OF STATE
DIVISION OF PROFESSIONAL REGULATION
BOARD OF ELECTRICAL EXAMINERS

TELEPHONE: (302) 744-4500
FAX: (302) 739-2711
WEBSITE: DPR.DELAWARE.GOV
EMAIL: customerservice.dpr@state.de.us

REQUEST FOR APPROVAL OF CONTINUING EDUCATION COURSE

Enter Name and Address of Contact to Whom Response Should Be Mailed:

INSTRUCTIONS

Submit this form ***no later than ten business days*** before the Board's meeting to the address above. Enclose the following:

- Course outline, brochure, agenda ***showing breakdown of time allotted for each part of course content***
- CV (curriculum vitae) or resume of the instructor
- If request is submitted by a course provider, a fee of \$35 by check or money order payable to "State of Delaware" is required. If a Delaware licensee submits the request, no fee is required.

REQUESTER COMPLETES THIS SECTION

Requester (check one): ☐ Course Provider ☐ Delaware Licensee

If you are a Delaware Licensee requesting approval of a course, enter:

Your Name: _____ Delaware License #: T__ - _____

Address: _____
Street City State Zip code

Name of Course Provider: _____

Contact Person: _____ Phone: _____

Provider Address: _____
Street City State Zip Code

Email Address: _____ Website URL: _____

Course Title: _____

Date(s) Offered: _____ Hours Requested: _____

BOARD OFFICE COMPLETES THIS SECTION

Board Review Date: _____

☐ **Approved for** _____ **hours. Course Approval #** _____ **Approval Expires:** _____

Course certificates ***must*** include:

- Board Review Date (above)
- Course Approval # (above), and
- Course Title as shown above.

***CERTIFICATES WITHOUT A COURSE APPROVAL
NUMBER WILL NOT BE ACCEPTED!***

☐ Pending: _____

☐ Denied for the following reason:

☐ Not directly related to professional growth. ☐ Other: _____